



SOUTH KITSAP

SCHOOL DISTRICT

Human Resources

2689 Hoover Ave SE, Port Orchard, WA 98366
360-874-7074 / 360-874-7076 FAX

Form 550P

This form is used to document a Paraeducator moving from an existing assignment to a new one and serves to meet the written requirement that is outlined in section 10.4.11 of the PSE collective bargaining agreement

Instructions: Complete all Fields below, obtain signatures and submit to the **Human Resources Specialist** assigned to your location.

	Current Assignment	New Assignment
Employee Name		
Position Assignment (i.e. FA, AA, SC RS, EBSP and 1:1)		
Assigned Teacher		
1:1 Student (First Initial, Last Name)		
Behavioral Pay		
Required Training		
Hours per Day		
Effective Date		

Reason for Movement:

Movement Communicated on:

Employee Signature

Date

Supervisor Signature

Date

Office of Special Services Administrator Signature

Date

Received Date:

Human Resources Administrator:

Date: